TO THE OFFICIALS OF THE FEDERAL CREDIT UNION ADDRESSED:

Enclosed are the materials for your use in filing the March 31, 2003, Call Report. This package contains a copy of the Call Reports (form 5300 and 5300SF), the PC 5300 *Windows* program compact disk, a PC 5300 data disk, a copy of the PC 5300 *Windows* Checklist, and a return mailer.

Call Report: The form 5300 contains both core pages and supplementary schedules. Credit unions that engage in a broader range of investment, share, or lending activities must complete the supplementary schedules as needed. **Please carefully review the *Instructions for Reporting Requirements* located in the Call Report**, just before the Working Copy of the form. Federal Credit Unions with assets less than $10 million have the option of completing a short form version of the Call Report (form 5300SF).

Paper copies of the forms are provided for your convenience. You are not required to return a form if you use the *NCUA Form 5300 for Windows* program (unless your examiner has requested that you do so), but you should print and sign a completed report, and retain a copy in your permanent records. If you choose to use the *NCUA Form 5300 for Windows* program, you must install the current system enclosed in this package. Please make sure that the version which appears on the *NCUA Form 5300 for Windows* program is correctly identified as 3A. Your charter number and check digit are listed at the top left corner of this page.

Report of Officials: The 2003 Report of Officials (form 4501) and the report's *Windows* software were sent with the December 2002 call report materials. The software is also included with the current CD. The form and software are available on our website at www.ncua.gov/ref/roofficials/roofficials.html.

Please call NCUA Customer Service at 1-800-827-3255 with any software questions. **Please direct any questions not related to the PC 5300 software to the NCUA examiner listed below**.

Credit unions with Internet access and using the *NCUA Form 5300 for Windows* program can securely upload the Call Report data directly to NCUA for processing with *eSend to NCUA*. Please refer to the instructions for further details. Your Authentication Key required to use *eSend to NCUA* is listed at the bottom of this page.

If you use *eSend to NCUA*, no further documentation is necessary. The processing examiner will contact you with any questions during processing. If you do not use *eSend to NCUA*, please place the *NCUA Form 5300 for Windows* data disk (containing your transmission file) and/or the Call Report (Form 5300 or 5300SF) **AND A COPY OF YOUR MARCH 31, 2003, FINANCIAL STATEMENTS** into the return mailer. *THE COMPLETED FORM OR DISK MUST BE RETURNED BY April 22, 2003, TO THE FOLLOWING ADDRESS:*